

DIVORCE / LEGAL SEPARATION CHECKLIST 2:
JOINT DIVORCE WITHOUT MINOR CHILDREN
MILWAUKEE COUNTY

1. **Signed Financial Disclosure Statement for Each Party** (*originals only*)
2. **Marital Settlement Agreement** - Signed and dated by **both** parties *after the filing date*. (*original and 2 copies*).
3. **Interim Financial Summary** – if maintenance payments are to be paid. (*original only*)
4. **Certificate of Divorce (AKA Vital Stats Form)** Use black ink or typewriter only, NO mistakes, NO whiteout, NO crossouts, NO Xerox forms. (*original only*) This is not required for Legal Separation.
5. **Findings of Fact, Conclusions of Law, Judgment of Divorce Without Minor Children** – filled out completely, signed and dated **by both** parties. Lines reflecting name of judge, date, and current income of party may be left blank, complete the rest. (*original and 2 copies*)
6. **Two large (8 ½ by 11) envelopes**, one addressed to each party with **4 postage stamps on EACH envelope**. Envelopes with stamps may be purchased in G10-1 (Legal Resource Center)
7. **\$5.00** fee paid in Room 104. **FEE WAIVER DOES NOT APPLY**
8. Bring all forms, in order, to **Room 707. PLEASE NOTE:** Due to county staffing constraints, call ahead (278-4407) to ensure that a paralegal will be available at the time you plan on coming to the courthouse. **The Hours the paralegal is available are:** Monday through Friday 8:30 a.m. to 11:30 a.m. and 1:30 p.m. to 4:00 p.m.

COPIES CAN BE MADE IN ROOM G10-1.



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